



The Commonwealth of Massachusetts  
**Division of Professional Licensure**  
Board of Registration in Pharmacy  
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## **CONTINUING EDUCATION PROGRAM APPROVAL**

### **APPLICATION INSTRUCTIONS**

Please review these instructions prior to completing an application for Massachusetts Board of Registration in Pharmacy (Board) continuing education (CE) program approval.

The Board advises applicants to first determine if the CE program has been approved by either the American Council on Pharmaceutical Education (ACPE) OR the American Medical Association (AMA) as Continuing Medical Education Category I (CME -I). **If so, the program sponsor is approved by the Board** as an authorized provider, pursuant to 247 CMR 4.04(5). NO application for program approval is required for any ACPE or AMA CME-I approved course.

CE course approval applications must be completed (all requested information must be provided) and **filed in duplicate**. Illegible or incomplete applications will be returned. Both copies of the application AND a #10 self-addressed stamped envelope (SASE) must be filed with the Board at the address above. A copy of the approved application with the program approval number noted will be returned to the applicant in the SASE.

PLEASE NOTE: CE course approval applications must be submitted at least **30 days** in advance of the program date for application review and notification of approval by the Board prior to the scheduled course date.